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Flying Operations

C-212 AIRCREW TRAINING



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This instruction and AFI 11-202 Volume 1, *Aircrew Training*, implement AFD 11-2, *Aircraft Rules and Procedures*, and AFD 11-4, *Aviation Service*. It contains specific training requirements unique to Casa-212 aircraft that support Air Force objectives and is applicable to all units operating Casa-212 aircraft. This instruction does not apply to Air National Guard or Air Force Reserve Command units. Submit suggested improvements to this instruction on AF Form 847, **Recommendation for Change of Publication**, through training channels, to HQ AFSOC/DOT. This is a new instruction. The use of the name or mark of any specific manufacturer, commercial product, commodity, or service in this publication does not imply endorsement by the Air Force.

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Chapter 1

POLICY

1.1. Overview. This instruction provides for training management of CASA 212 crewmembers. It establishes a standardized training program to qualify all crewmembers in the CASA 212 and implements AFI 11-202, Volume 1, which is affected by the Privacy Act of 1974. Training policy, guidance, and requirements are set forth for each phase of aircrew training. The phases are designed to progressively develop the combat readiness of each aircrew member while maintaining previously acquired proficiency.

1.1.1. Qualification training (**Chapter 2**) qualifies aircrew members for basic non-tactical aircrew duties.

1.1.2. Mission qualification training (**Chapter 3**) qualifies aircrew members in their squadron missions.

1.1.3. Continuation training (**Chapter 4**) provides the capability for aircrew members to reinforce and build upon previous training and conduct mission oriented aircrew training designed to enhance mission readiness.

1.1.4. Upgrade and specialized training (**Chapter 5**) upgrades aircrew to aircraft commander and instructor. It also qualifies selected aircrew members in specialized mission operations.

1.2. Training Objective. The overall objective of the aircrew training program is to develop and maintain a high state of mission readiness to facilitate immediate and effective employment in exercises, contingencies, limited war, and general war operations.

1.3. Responsibilities:

1.3.1. Headquarters Air Force Special Operations Command (AFSOC), in coordination with Headquarters United States Special Operations Command (USSOCOM), will establish and supervise an aircrew training program consistent with the policies and requirements of this instruction.

1.3.2. Commanders at each level will comply with the policies and intent of this instruction, ensure that safety is not compromised, and monitor aircrew training to ensure these programs are both aggressively and realistically designed and executed.

1.3.3. Supervisors will identify areas where additional training is needed and direct squadron training accordingly. They will initiate action to obtain necessary training support from the appropriate office or headquarters as soon as the need for assistance becomes apparent. Supervisors will ensure mission objectives are pre-briefed, debriefed, and evaluated to ensure successful mission accomplishment. They will also initiate waiver requests of training requirements through appropriate channels when facilities and support are not available.

1.4. Aircrew Training Policy:

1.4.1. The primary method of training will be through in-squadron qualification training using the AF Form 4109, **Special Operations Aircrew Training Folder** and appropriate instructor guides, or contracted training. The initial qualification ground and flight training for all aircraft is conducted via approved in-squadron and contract training programs. Contract training will utilize squadron estab-

lished elements/completion standards and FAA practical test standards at the commercial or ATP level and will culminate with an FAA Type Rating flight evaluation for pilots.

1.4.2. The number of training tasks in the initial qualification, mission qualification, or upgrade training guide is a recommended average which normally allows the student to achieve the desired level of proficiency. It is not intended to restrict the number of times a task may be accomplished.

1.4.3. Individual events accomplished during satisfactory completion of initial, mission, and upgrade evaluations may be credited towards the individual's currency requirements.

1.4.4. Early advancement is acceptable with a recommendation from the trainee's instructor and concurrence of the unit DO for all upgrades. The recommendation and concurrence must be documented in the individual's training record prior to the flight evaluation.

1.5. Training Records. Use AF Form 4109 and attachments to document qualification, requalification, specialized training, or upgrade of an aircrew member. Local reproduction of the AF Forms 4110, **Comments - Special Operations Training Record** and 4111, **Special Operations Training Record** are authorized. All items in the appropriate AF Form 4111 must be graded to at least the minimum requirement prior to the trainee receiving a certification or evaluation flight. **Chapter 6** of this instruction contains detailed instructions for managing and completing the training records.

1.5.1. When an aircrew member receives training from a contracted source, the individual must provide documentation of training to the squadron training office. This documentation should include copies of logbook entries, endorsements, and/or other certificates of training. Any other form of documentation received should also be provided.

1.5.2. These copies will then be transferred into an AF Form 4109. This must be accomplished before flight time can be credited to the member's records. Training will complete the ground training and flight evaluation training summaries of the AF Form 4109.

1.6. Training Restrictions:

1.6.1. NVG Missions. Pilots and loadmasters may receive upgrade training at the same time.

1.6.1.1. Pilots. Only one pilot may receive upgrade training at any one time. The designated instructor will occupy a primary crew position.

1.6.1.2. Loadmaster. Only one loadmaster may receive upgrade training at any one time. The designated instructor will not occupy a primary crew position.

1.6.2. Airdrop Missions. A maximum of one pilot and one loadmaster may receive upgrade training at the same time. Instructors may occupy primary crew positions. Instructors can only instruct students to the level of their highest tactical qualification during tactical events.

1.7. Waivers. Except as provided for in this instruction, training directed by this instruction may only be reduced or waived by HQ AFSOC/DOT. Submit waiver requests through DOT channels to HQ AFSOC/DOT.

1.7.1. Provide the following information in waiver requests:

1.7.1.1. Identify waiver type (include paragraph requiring waiver action).

1.7.1.2. Full name and grade of individual requiring waiver.

- 1.7.1.3. Unit of assignment (if attached, provide flying unit attached to also).
- 1.7.1.4. Current crew qualification, including special mission qualifications (if applicable).
- 1.7.1.5. Total flying time/PAA time including instructor/evaluator time (if applicable).
- 1.7.1.6. Crew qualification to which aircrew member is qualifying or upgrading (if applicable).
- 1.7.1.7. Scheduled training start date (if applicable).
- 1.7.1.8. Expected qualification or upgrade completion date (if applicable).
- 1.7.1.9. Date event last accomplished (if applicable).
- 1.7.1.10. Explanation of reason for waiver.
- 1.7.1.11. Requesting unit point of contact (include name, rank, office symbol, e-mail address and telephone number).
- 1.7.1.12. If the training requires an ADSC per para **1.11.**, include the statement “Individual acknowledged receipt of ADSC by signing AF Form 63, **Active Duty Service Commitment Counseling Statement** on <date AF Form 63 signed>.”

1.7.2. The wing/group commander may waive 10 percent of the total and PMAI hours required for upgrade in all crew positions. A copy of the waiver must be filed in the individual's training record.

1.7.3. Wing/group commanders may extend individual currency up to 2 months for **Table 4.1.** requirements (except flight physical and physiological training) for reasons of crewmember non-availability. These events do not count toward the next semi-annual period requirements (units should note on the waiver when events were accomplished but AFORMS should not be updated). Notify HQ AFSOC/DOT by message when waivers or extensions are issued.

1.7.4. Wing/group commanders may waive flying currency items in **Table 4.2.** on an individual basis only. Wings/groups must keep an accurate record of waivers granted. Notify HQ AFSOC/DOT as appropriate, by hardcopy (message, memo, - not e-mail) when waivers are issued.

1.8. Senior Officer Flying / Supervisory Aircrew: Senior Officer flying will be conducted IAW AFI 11-401 *Flight Management*, AFI 11-202 Volume 1, and applicable supplements.

1.9. Initial Cadre for Change of Aircraft, Equipment, or Capability. In some instances, it will be necessary for units converting from one design aircraft to another to form an initial cadre of aircrew personnel for whom certain training qualification requirements may be waived. Authorization to form initial cadre crews will be contained in the conversion program action directive. Unless otherwise stated in the program action directive, the following conditions will apply to management of initial cadre aircrew qualification:

1.9.1. A nucleus of instructor and flight examiner personnel (initial cadre) will be formed to begin aircrew conversion. Converting units send proposed initial cadre list by name, rank, current crew position and aircraft, total flying time, and requested crew qualification level through channels to HQ AFSOC/DO for approval.

1.9.2. Initial cadre will not be designated in a crew position higher than currently held. On subsequent evaluations, enter appropriate comments in the remarks section of AF Form 8, **Certificate of Aircrew Qualification**, explaining the individual's status as initial cadre instructor or flight examiner.

1.9.3. Following final approval, publish a squadron letter to identify initial cadre instructors and flight examiners by aircraft and crew qualification and file in each cadre individual's FEF.

1.10. Unit Aircrew Capability. Squadrons will maintain mission ready status on all primary aircrew members up to unit authorizations. Commanders will ensure aircrews are trained to meet capabilities specified in unit Design Operational Capability (DOC) statements. Supervisory aircrew and staff members assigned above squadron level which are in excess of the unit's mission requirements will maintain mission ready, basic mission capable, or basic aircraft qualification status, as directed by their commander.

1.11. Active Duty Service Commitments. Formal training, either primary or secondary method, conducted per this instruction may incur an active duty service commitment per AFI 36-2107, *Active Duty Service Commitments (ADSC) and Specified Period of Time Contracts (SPTC)*. Reference AFI 36-2107 for program specifics. Unit training officers will coordinate with the servicing Military Personnel Flight (MPF) to ensure the individual acknowledges the ADSC to be incurred by signing the AF Form 63, **Active Duty Service Commitment Counseling Statement**. This action will occur prior to the individual entering training. Upon course completion, the unit training officer will notify the MPF the individual has completed training and the MPF will update the ADSC in the Personnel Data System (PDS).

Chapter 2

QUALIFICATION TRAINING

2.1. Overview. This chapter establishes minimum requirements for qualification training in the CASA 212. Commanders will ensure aircrew members completing qualification training meet the requirements of this chapter. Duties not directly related to qualification training should be minimized.

2.2. General Requirements. All crewmembers will comply with the physical, physiological, and administrative requirements for individuals performing flying duties specified in AFI 11-202, Volume 1, and AFI 11-202, Volume 2, *Aircrew Standardization/Evaluation Program*.

2.3. Time Period for Qualification . Pilots. Qualification training will be completed within 3 months of start of the first unit training event. If these times are exceeded, the squadron DO will make an entry in the individual's training record to document the circumstances necessary for an extension, and notify HQ AFSOC/DOT with the reason why and expected completion date.

2.4. Ground Training Requirements. All basic aircraft qualified, basic mission capable, and mission ready crewmembers will comply with the requirements in [Table 4.1](#).

2.4.1. Academic Ground Training. Ground training requirements are listed in the appropriate **Special Operations Training Record** (AF Form 4111) for this instruction.

2.4.2. Written Examinations. Group DOV will administer qualification and mission examinations. An aircraft specific test will be maintained IAW AFI 11-202, Volume 2. Prepare the written examinations taking questions from appropriate series aircraft manuals or technical orders. If not previously accomplished and current, all pilots must satisfactorily complete the annual Instrument Refresher Course (IRC) and exam.

2.4.3. Ground Egress and Life Support Training. Aircrews will complete initial ground egress training during initial qualification training. All crewmembers will receive training prior to their first flight. Actual hands-on training will be accomplished in the aircraft and will include opening each exit. This training will be conducted during qualification ground training.

2.5. Flying Training. The requirements for each crew position are outlined in applicable **Special Operations Training Record** (AF Form 4111) for this instruction. Pilots will receive training to meet aircraft commander standards. Training is completed when the student completes a flight evaluation IAW AFI 11-2C-212, Volume 2, *C-212 Aircrew Evaluation Criteria*.

Chapter 3

MISSION QUALIFICATION TRAINING

3.1. Overview. This chapter establishes minimum ground and flying training requirements for mission qualification in the CASA 212. In planning and scheduling training missions, instructors will develop realistic mission scenarios to maximize training benefits on each mission. Commanders will ensure aircrew members completing mission qualification training meet the requirements of this chapter.

3.2. General Requirements. All assigned and attached aircrew members will complete the requirements outlined in the applicable **Special Operations Training Record** (AF Form 4111) for this instruction. Core Training will be completed prior to a mission certification/qualification using the squadron developed indoctrination syllabus per **Chapter 1** of this instruction. All individuals will complete mission qualification within 4 months of start. Individuals unable to complete mission qualification within these limits may continue training with squadron DO approval. The squadron DO will make an entry in the individual's training record to document the circumstances and an expected qualification date, and the unit will notify HQ AFSOC/DOT.

3.3. Required Mission Qualification Training: Mission qualification will be obtained through in-squadron training.

3.4. Ground Training. All assigned and attached aircrew members will complete the requirements outlined in the applicable **Special Operations Training Record** (AF Form 4111) for this instruction. A written examination must be completed before the end of mission qualification flying training. When completed by the student, the exam will be graded and corrected to 100 percent. The minimum passing score is 85%.

3.5. Flying Training. All aircrew members will complete the requirements outlined in the applicable **Special Operations Training Record** (AF Form 4111) for this instruction. Early advancement is acceptable with a recommendation from the trainee's instructor and concurrence of the squadron DO. The recommendation and concurrence must be documented in the individual's training record prior to the flight evaluation. Initial mission training is complete upon successful completion of mission examination and accomplishment of a mission flight evaluation. Conduct evaluations IAW AFI 11-2C-212, Volume 2.

Chapter 4

CONTINUATION TRAINING

4.1. Overview.

4.1.1. Requirements in this chapter satisfy the minimum ground and flying training requirements established by HQ USAF and HQ AFSOC to maintain currency. Individual proficiency may require a greater number of events. Commanders will ensure aircrew members receive sufficient continuation training to maintain individual proficiency. All flying training events are derived from AFSOC mission requirements that correspond to AFSOC Mission Essential Task Listing (METL) and unit METLs. Any flying training that doesn't support AFSOC METLs or unit METLs should be questioned and reviewed by the unit commander.

4.1.2. In planning and scheduling training missions, instructors will develop realistic mission scenarios to maximize training benefits on each mission.

4.1.3. Training requirements may be completed on any sortie if the accrediting criteria of this instruction are met. When more than one event is required, commanders must ensure that flying training requirements are spread as evenly as possible throughout the training period.

4.1.4. Aircrew members will not log continuation training requirements in events in which they are unqualified.

4.1.5. Semiannual/Quarterly training events accomplished on a satisfactory qualification, mission qualification, special mission, or requalification evaluation may be credited toward the individual's semiannual/quarterly currency/volume requirements.

4.1.6. For qualifications requiring instructor certification, the event resulting in certification and each event thereafter may be credited towards currency/volume requirements.

4.2. Ground Training:

4.2.1. Aircrew members must complete all items listed in [Table 4.1](#) prior to being assigned as a mission qualified aircrew member on an AFSOC Form 41 (Flight Authorization).

4.2.2. To ensure aircrews are ready to deploy at any time, [Table 4.1](#) notes specific items that are grounding, mission ready or training status items. Crewmembers overdue a grounding item will not be scheduled for any flight duties. Crewmembers overdue any mission ready or training status item will not be scheduled for aircrew standby duties until they have satisfied all delinquent items. Crewmembers non-current for an overseas sortie may perform standby duty if the aircraft commander is current.

4.2.3. [Table 4.1](#) is printed as a management aid. It is an effort to consolidate ground training and currency requirements. Applicable directives take precedence over this table and must be consulted for further information concerning requirements and applicability. Enter [Table 4.1](#) requirements in the squadron's AFORMS.

4.3. Flying Training:

4.3.1. Event Definitions:

4.3.1.1. Aircrew Proficiency Sortie. Pilots may credit an aircrew proficiency sortie if they perform both a takeoff and landing from either pilot seat. Loadmasters may credit an aircrew proficiency sortie if they perform the duties that are applicable to the loadmaster's crew position, complete all station functions, and complete all checklists during a takeoff and landing. An individual may not credit more than one sortie on a local training flight.

4.3.1.2. Pilot Local Proficiency Sortie (LPS). A local training mission including at least one hour of primary or instructor time practicing instrument, transition, and emergency procedures. Fly maneuvers under the supervision of an instructor pilot and repeat them until an acceptable level of proficiency is attained or the LPS may not be credited. If the LPS is incomplete, the instructor will recommend whether the entire LPS or just the incomplete events must be reaccomplished. Instructors and evaluators need not complete all LPS events on a single sortie. Credit an LPS when all events are complete. Unit commanders may add to the following minimum LPS sortie criteria:

- A review of boldface emergency procedures.
- Two instrument approaches.
- A holding pattern or procedure turn.
- A circling approach (traffic permitting).
- A simulated engine-out landing.
- A simulated engine-out go-around
- A VFR traffic pattern (weather permitting).
- Landings with each flap setting.

4.3.1.3. Mission Sortie. All aircrew members may credit a mission sortie if they accomplish pre-mission planning (if applicable) and complete all appropriate mission checklists for a low level route and either an airdrop or a STOL takeoff, approach, and landing. NVG qualified crewmembers will accomplish mission sorties using NVGs.

4.3.1.4. Short Takeoff and Landing (STOL) Operations. A STOL operation will consist of a takeoff, approach, and landing.

4.3.2. Instructors and flight examiners may accomplish 50 percent of annotated requirements while performing instructor or flight examiner duties.

4.4. Recurrency and Requalification Training . Failure to accomplish the requirements of [Table 4.2](#). will result in a loss of currency. The crewmember will revert to training status and will not be used for standby duties or operational missions until currency is regained. [Table 4.4](#). and [Table 4.5](#). summarize recurrency and requalification requirements for basic and mission qualification. Recurrency training is training an aircrew member must accomplish under the supervision of an instructor when currency has been lost. The event resulting in recurrency and each event thereafter are creditable for the current training period. Conduct requalification training when an aircrew member is non-current in excess of six months. Failure to accomplish all required mission currency events results in loss of mission currency. Loss of currency in certain events does not mean loss of mission currency in all events. However, loss of currency for a mission sortie in excess of six months results in loss of mission qualification. Loss of mission currency or qualification does not affect basic currency or qualification.

4.5. Prorated Currency Events. Use [Table 4.3](#). to determine the number of sorties and events that are required for an individual who is not in continuation training for a full training period. Following initial qualification certification, mission qualification, and requalification (does not apply following requalification due to a failed or overdue flight evaluation), individual requirements are based on the number of full months left in the quarter or semiannual period. Prorate aircrew member flying training requirements for individuals not available for flying duties due to PCS, non-flying TDY, DNIF, emergency leave, etc. and aircraft non availability. Prorate individual requirements based on the number of full calendar months left in the training period following completion of basic qualification, mission qualification, requalification, and upgrades to a new special mission qualification. Use [Table 4.3](#). to determine the number of sorties and events required for an individual after events are prorated.

4.6. One-Time Basic Aircraft Qualification Ground Training Event Descriptions.

4.6.1. Combat Mission Training (CMT) (Initial) [G071]. This training consists of initial academic training requirements. Crewmembers attending an AFSOC formal school will receive credit for initial CMT at the school. Individual unit tactics officers and NCOs will provide crewmembers receiving in-unit or civilian training their initial CMT within 90 days of reporting to the unit. This training provides crewmembers with the academic knowledge required to plan and execute special operations missions in various hostile environments. This training lays the groundwork for future phases of CMT in which the crewmember will apply the basic knowledge gained in this training. Refer to [Table 4.11](#) for further guidance and AFSOCI 11-207, *Tactics Functions and the Tactics Development and Improvement Program*.

4.6.2. Combat Survival Training [SS01]. Accomplish IAW ETCA.

4.6.3. Crew Resource Management (Initial) (CRM) [G231]. AFI 11-290, *Cockpit/Crew Resource Management Training Program*, establishes requirements for developing and managing tailored, mission-specific CRM training programs and requires CRM training for all Air Force aircrew members. CRM training builds on the core CRM curriculum areas of situational awareness, crew coordination, communication, risk management/decision making, task management, and mission planning/debrief. Initial CRM training is a two-day course taught at all formal schools.

4.6.4. DoD High Risk Training [LS14/LS15]. Peacetime Code of Conduct training is required for all AFSOC high risk operators (all aircrew members, special tactics personnel, etc.). High risk is defined as a combination of those operators, because of the nature of their missions, tactics, and Area of Responsibility (AOR), that have a high risk of capture, or due to access to sensitive information, plans or programs, are susceptible to foreign government, terrorist, or enemy exploitation. The training is managed and conducted by the Joint Services SERE Agency (JSSA) as the DoD Executive Agent Action Office or SERE and Code of Conduct Training. LS14 is the identifier for level "B" training and LS15 is the identifier for level "C" training. Level "C" training [LS15] can update Level "B" [LS14] training. Training is available as an exportable Level B course (generally one day) for lower risk operators and as a Level C course (academics and practical application) specifically tailored to unit mission. Both levels of training include information in how to deal with peacetime governmental detention and hostage/terrorist survival. The focal point between JSSA and units requiring training are the AFSOC, wing, and unit Liaison (LNOs). Wherever possible, LNOs will be Air Force SERE Training Instructors, who, following JSSA indoctrination and training, have the necessary core skills to effectively run this advanced survival training program. The LNO is responsible to identify

operators requiring training to JSSA. Aircrews will normally accomplish Level C training as part of their core training.

4.6.5. Ground Egress Training [LS08]. Aircrews will complete initial ground egress training during initial qualification training. AFI 11-301, *Aircrew Life Support Program*, and AFSOCI 11-301, *Aircrew Life Support Program*, direct that all crewmembers will receive training prior to their first flight. Actual hands-on training will be accomplished in the aircraft and will include opening all doors and exits

4.6.6. Night Vision Device (NVD) Training (Initial) [VV01]. Initial NVD Training is conducted at the formal school. Training will consist of academic and practical use of current NVDs. As a minimum the course will include: eye physiology, illumination, NVD components and performance factors, testing procedures, and mission planning considerations. Students will attend an initial certification course (if not previously certified) that meets the requirements of this instruction, and AFI 11-202, Vol 3, *General Flight Rules* and AFSOCI 11-301. This includes screening by a flight surgeon for Night Vision Goggle (NVG) adaptability. This course will be completed prior to the individual's initial flight with NVGs.

4.6.7. Water Survival [WW01]. Accomplish IAW ETCA.

4.6.8. One Time Events Required After PCS .

4.6.8.1. Fire Extinguisher Training [G022]. Required upon arriving PCS to a new flying unit. This training will familiarize crewmembers in the use of the type of fire extinguishers onboard their assigned aircraft.

4.6.8.2. Local Area Survival [LS01]. One time event conducted prior to the first flight at home-station to familiarize crewmembers with local emergency equipment and rescue procedures IAW AFI 11-301.

4.6.8.3. Marshalling Exam [G002]. Accomplish the marshalling exam within 30 days upon arrival PCS to a flying unit IAW AFI 11-218, *Aircraft Operation and Movement on the Ground*. If a crewmember completed the marshalling exam at a formal school enroute to their permanent duty station, this will suffice provided a thorough review of local taxi/parking procedures is included in the unit/theater indoctrination program. This training will be done at least every 4 years.

4.6.8.4. Unit/Theater Indoctrination Training [G001]. Each newly assigned aircrew member will complete a local unit/theater indoctrination program prior to performing unsupervised primary aircrew duties. This training is a requirement for all newly assigned and TDY aircrew members. Each unit will publish a directive outlining specific ground and flight requirements. Design this training to prepare aircrew members for theater operations. This training will prepare aircrew members for the unit's operational mission and will, as a minimum, consist of ground training and a local flight. Aircrew do not have to be at the controls to credit event. More than one crewmember may be trained at a time. Aircrew should be qualified in same MDS to administer training. This training will familiarize them with the local flying area and facilities/support agencies available, introduce any theater/mission unique procedures, and review all theater unique instrument requirements. The instrument training portion will include theater unique instrument requirements and procedures, the use of Major Command (MAJCOM) approved non-DoD instrument approach procedures, required instrumentation for specific approaches, and theater weather conditions. Document unit/theater indoctrination training in AFORMS for assigned and attached personnel.

4.7. Recurring Basic Aircraft Qualification Ground Training Event Descriptions.

4.7.1. Anti-hijacking [G090]. Accomplish initial and refresher training every two years by reviewing AFI 13-207, *Preventing and Resisting Aircraft Piracy (Hijacking)*.

4.7.2. Antiterrorism/Force Protection Training [G110]. This training is directed by the chairman, Joint Chiefs of Staff, and will be incorporated as a requirement to AFI 31-210, *The Air Force Antiterrorism/Force Protection (AT/FP) Program Standards*. All DoD personnel will receive predeployment AT/FP training prior to deployment to OCONUS locations. The goal is to standardize training and preparation actions; and bring consistency throughout the DoD. There are four levels of training. Level I is awareness training for all personnel; Level II is for the unit AT/FP resource officer (AT/FP RO); level III is for commanders at the O-5/O-6 grades; and level IV is for O-6 to O-8 wing commander, Joint Task Force Commanders, etc. All AFSOC personnel subject to deployment must receive level I training, conducted by AFOSI by way of force protection defensive briefings and/or level II trained POC, based on chapter 12, DoD 0-2000.12H, *Protection of DoD Personnel and Activities Against Acts of Terrorism and Political Turbulence*. All individuals will also receive JS Guide 5260, *Service Members Personal Protection Guide*, and antiterrorism individual protective measures folding wallet card. This is a ground training requirement for aircrew members. If an individual is deployed outside of the six-month training window, OSI will conduct predeployment processing to ensure all deploying personnel have received level I training.

4.7.3. Authentication and Operations Code Systems [G081]. Units will develop local training programs and conduct initial and annual training IAW AFKAO-5, *Instructional Guide for Operations Codes*.

4.7.4. Buffer Zone(BZ)/Identification Zone(ADIZ) Procedures [G075]. Follow procedures listed in USAFEI 11-201, *USAFE Buffer Zone Procedures*, and PACAFI 13-201, *Prevention of Inadvertent Overflight of Non-Friendly Borders*, for all aircrews operating in these theaters.

4.7.5. Combat Mission Training (Refresher) [G070]. Refresher training will contain unit mission, area of operation (AO), and theater specific information. The material in refresher training need only cover areas which are not routinely used and therefore require review. Training may be conducted via a biennial SOPE [G061].

4.7.6. Crew Resource Management (Refresher) [G230]. Refresher training is designed to reinforce the aircrew's CRM academic knowledge and refocus on skills that lead to successful mission accomplishment. CRM skills should be inseparable parts of operational practices. Those aircrew members who attend a simulator refresher course, which teaches CRM refresher as part of its program, can credit their refresher CRM refresher requirement if the training is conducted with a thorough cross section of crewmembers. Otherwise, have a unit facilitator conduct CRM refresher with a thorough cross section of crewmembers at a location of choice. As a rule of thumb, try to have at least one crewmember per crew position present. The cross section in attendance can span other weapon systems since shared experiences are valuable and enhance training.

4.7.7. Egress Training, Non-ejection [LS08]. Actual hands-on training will be accomplished in the aircraft and will include opening all exits. LMs may credit this event when they accomplish an aircraft preflight. Training conducted IAW AFI 11-301.

4.7.8. Flight Physical [PP01]. Accomplish the event annually IAW AFI 48-123, *Medical Examination and Standards*.

4.7.9. Ground Chemical Defense Ensemble [G010]. Conduct IAW AFI 32-4001, *Disaster Preparedness Planning and Operation*.

4.7.10. High Threat, Combat Survival Training [LS02]. This training will consist of the evasion and survival field training exercise and will also encompass the principles, procedures, and techniques required to use standard life support equipment in a survival situation. All aircrew members will accomplish Combat Survival Training Refresher every 3 years. Refer to AFSOCI 11-301.

4.7.11. IFF/SIF Identify Friend or Foe/ Selective Identification Frequency Procedures [G082]. Training will include IFF/SIF loading and operation to include time changeover procedures and IFF on/off lines. Comply with NORADI 55-68, *NORAD Identification Friend or Foe (IFF)/Selective Identification Feature (SIF) Instructions*.

4.7.12. Instrument Refresher Course (IRC) [G130]. All pilots will complete the IRC IAW AFI 11-202, Vol 2, *Aircrew Standardization/Evaluation Program*.

4.7.13. Isolated Personnel Report (ISOPREP)[G120]. Accomplish a semiannual review IAW AFI 14-105, *Unit Intelligence Mission and Responsibilities*.

4.7.14. Law of Armed Conflict [G100]. Aircrew members will receive training in the principles and rules of LOAC IAW AFI 51-401 *Training and Reporting to Ensure Compliance with the Law of Armed Conflict*. At a minimum, training will include subjects required by the 1949 Geneva Conventions for the Protection of War Victims and the Hague Convention IV respecting the Laws and Customs of War on Land of 1907.

4.7.15. Life Support Equipment Training [LS06]. Accomplish initial and annual refresher training on life support equipment carried onboard unit aircraft IAW AFSOCI 11-301.

4.7.16. Night Vision Device Refresher [LS16]. Review common NVG hazards, MDS specific hazards, limitations, and preflight procedures (focusing on eye chart or Hoffman 20/20 tester) with an instructor who is qualified to use NVGs. Completion of Initial NVD Training satisfies this requirement. Directed by AFI 11-202, Vol 1 and AFI 11-301.

4.7.17. Physiological Training (Refresher) [PP11]. Conduct every 5 years IAW AFI 11-403, *Aerospace Physiological Training Program*.

4.7.18. Safe Passage [G062]. Training will include instruction on the following airspace and associated procedures: Airspace Coordination Areas, Restricted Operating Areas/Zones (ROA/ROZ), High Density Airspace Control Zones (HIDACZ), Base Defense Zones (BDZ), weapons free zones, Minimum Risk Routes (MRR). Training should include a discussion on current theater Air Tasking Order (ATO) safe passage procedures for frequently visited theaters. Comply with NORADI 10-41, *Wartime Safe Passage of Friendly Aircraft*.

4.7.19. Self-Aid and Buddy Care [G941]. Conduct every two years IAW AFI 36-2238, *Self Aid and Buddy Care Training*.

4.7.20. Small Arms Training [G280(M-9)/G286(M-16)]. AFSOC fixed wing aircrew members are considered Group C and must qualify on assigned weapons IAW AFI 36-2226, *Combat Arms Training and Maintenance Program*. AFCAT 21-209, *Ground Munitions*, authorizes many types of ground munitions for skill sustainment (proficiency) training. Unit commanders may designate crewmembers as Group B at their discretion IAW the unit security plan (Group B individuals have an annual small

arms requirement). If unit commanders designate crewmembers as Group B, they must contact HQ AFSOC/SF to coordinate for extra munitions requirements.

4.7.21. Special Operations Planning Exercise (SOPE) [G061]. Consists of a combat mission planning exercise and verification outbrief. SOPEs acquaint and refresh crews with real world mission planning procedures. If possible, conduct SOPEs as an initial assessment in support of an operational or concept plan (OPLAN/CONPLAN) tasking. Tactics and intelligence personnel should prepare the required items and information to minimize the time required by the crew to accomplish the SOPE but maximize the training. Participation in the planning and briefing of an operational, contingency, or exercise mission may be substituted for a SOPE and verification outbriefing. SOPEs are biennial requirements for all crewmembers maintaining mission ready status. This training may credit Combat Mission Training Refresher if applicable items in table 4.11 are covered.

4.7.22. Tactical Employment/Threat Open Book Test [G063]. All crewmembers will satisfactorily complete a 50 question open book test derived from AFSOCM 11-1, *Tactical Employment*. Minimum passing grade is 85%. Group tactics offices will develop and administer the test IAW local procedures and HQ AFSOC/DOXT guidance. If a crewmember fails this test, the group tactics officer will forward his name to the squadron director of operations who will direct additional training and a retest.

4.7.23. Use of Force Training [G283]. Per AFI 31-207, *Arming and Use of Force by Air Force Personnel*, para 2.12, all armed personnel must meet the level of firearms proficiency required by their arming group. Unit commanders will ensure crewmembers receive “use of force” training before being issued a firearm. Once given, this training is good for 12 months. Unit training offices will document this training in a manner that records the name of the individual trained, the date trained, and the name and rank of the individual responsible for the training. Additionally, this training date will be tracked in AFORMS.

4.7.24. Water Survival Continuation Training [LS03]. Attend water survival continuation training every three years. It consists of “hands on” training for each crewmember with all weapons system specific flotation devices and components available during an over-water emergency. This training emphasizes survivor needs using water survival related equipment and procedures. Personnel arriving PCS during a period when water survival training is not available (i.e., winter months), are granted a waiver to this requirement until 60 days following the next scheduled training date. Training is directed by AFSOCI 11-301.

4.8. Use of the Air Force Operations Resource Management System(AFORMS). All units will develop local procedures to ensure aircrew ground and flying training is properly documented and updated. Each unit will provide a printed copy of current ground and flying training summaries to each individual prior to PCS.

4.9. Instructor/Evaluator Training Requirements. Instructors and flight examiners will comply with [Table 4.3.](#), Semiannual Basic Qualification, and the appropriate table for semiannual mission ready flying requirements. Fifty percent of semiannual flying training requirements may be credited while performing instructor or examiner duties except where noted. Instructor pilots may credit events accomplished in either seat. Basic Mission Capable instructors/evaluators must complete fifty percent of their Mission Ready requirements while performing primary crew duties and cannot credit events while instructing or evaluating. Currency may not be reset for an event in which an instructor/evaluator instructed/evaluated a

student/examinee performing the event. Example: An instructor may credit a non-precision approach flown by a student under his/her supervision toward his semi-annual non-precision approach, however, that instructor pilot may not credit this approach toward the aircrew proficiency sortie or instrument approach required every calendar month.

Table 4.1. Ground Training Requirements.

GROUND TRAINING REQUIREMENTS	PILOT	LM
ONE TIME REQUIREMENTS:		
Combat Mission Training (Note 2) (G071)	X	X
Combat Survival Training (Note 2) (SS01)	X	X
DOD High Risk Training (LS14/LS15)	X	X
Initial Crew Resource Management (Note 3) (G231)	X	X
Initial Ground Egress Training (Note 1) (LS08)	X	X
Night Vision Device Training (Note 5) (VV01)	X	X
Water Survival Training (Note 2) (WW01)	X	X
REQUIRED AFTER PCS		
Fire Extinguisher Training (Note 3) (G022)	X	X
Local Area Survival (Note 1) (LS01)	X	X
Marshaling Exam (Note 3,9) (G002)	X	X
Unit/Theater Indoc (Note 3) (G001)	X	X
REQUIRED EVERY 5 YEARS		
Physiological Training (Note 1) (PP11)	X	X
REQUIRED EVERY 36 MONTHS (to end of month)		
High Threat Combat Survival Training (Note 2) (LS02)	X	X
Water Survival Continuation Training; (Note 2) (LS03)	X	X
REQUIRED EVERY 24 MONTHS (to end of month)		

Aircraft Anti-Hijack (G090)	X	X
Self-Aid Buddy Care (G941)	X	X
Small Arms Training (Note 2) (G280/G286)	X	X
Special Operations Planning Exercise (G061)	X	X
REQUIRED EVERY 17 MONTHS (to end of month)		
Authentication/Ops Codes (G081)	X	
Combat Mission Training (Refresher) (Note 2) (G070)	X	X
Crew Resource Management (G230)	X	X
Egress Training; Non Ejection (Note 1) (LS08)	X	X
IFF/SIF Procedures (Note 2,7) (G082)	X	
Instrument Refresher Course (Note 3) (G130)	X	
Life Support Equipment Training (Note 2) (LS06)	X	X
Night Vision Device Refresher (Note 5) (LS16)	X	X
Refresher, Pilot Systems (Note 3,4) (G220)	X	
Refresher, Loadmaster Systems (Note 3,4) (G224)		X
Safe Passage (Note 7) (G062)	X	
Tactical Employment/ Threat Open Book Test (G063)	X	X
REQUIRED EVERY 12 MONTHS (to end of the birth-month)		
Flight Physical (Note 1) (PP01)	X	X
REQUIRED EVERY 12 MONTHS (to end of month)		
Anti-terrorism/Force Protection (Note 8) (G110)	X	X

Ground Chemical Defense Ensemble (Note 6) (G010)	X	X
Law of Armed Conflict (G100)	X	X
Use of Force Training (G283)	X	X
REQUIRED EVERY 6 MONTHS (to end of month)		
Buffer Zone Procedures (Note 7) (G075)	X	
ISOPREP (Note 2) (G120)	X	X

NOTES:

1. Grounding item. Crewmember will not fly until current in this item.
2. Mission Ready item. Non-current/unqualified crewmembers are restricted to training missions (instructor supervision not required) and will not fly on exercise, contingency, or operational missions.
3. Training status item. Crewmembers will only fly in training status (under instructor supervision) until completed or current in this item.
4. Completion of qualification or requalification satisfies the annual requirement.
5. Non-currency in this event will not prevent a crewmember from being scheduled for crew duties on an operational mission where this training is not required.
6. For aircrew members with potential exposure to chemical threats.
7. Tailor this training to the theater of operations.
8. Must be completed within 6 months of deployment to OCONUS locations.
9. Marshalling exam will be done within 30 days after PCS or every 4 years whichever occurs first.

Table 4.2. Semiannual Qualification Flying Training Requirements.

BASIC AIRCRAFT QUALIFICATION REQUIREMENTS (Semiannual)		PILOT	LM
Aircrew Proficiency Sortie (Note 1)	(B010)	12	6
Local Proficiency Sortie (Note 2)	(B020)	1	
Total Landings (Note 1)	(B150)	16	
Night Landings	(B170)	4	
Precision Approaches (Note 1)	(B080)	8	
Non-precision Approaches (Note 1)	(B100)	8	
MISSION REQUIREMENTS (Semiannual)			
Mission Sortie (Note 3,5)	(NV06)	3	3
NVG Takeoffs (Note 5)	(NV01)	8	
AMP 3	(NV08)	4	
AMP 4	(NV09)	4	
NVG Landings (Note 5)	(NV05)	8	
AMP 3	(NV10)	4	
AMP 4	(NV11)	4	
NVG Instrument Approach (Note 5)	(NV12)	1	
Total STOL Operations (Note 6)	(ME05)	6	
Night STOL Operations	(ME06)	2	
Total STOL Takeoffs	(ME01)	8	
Night	(ME02)	2	
Total STOL Landings	(ME03)	8	
Night	(ME04)	2	
Airdrops (Note 4)			
HALO	(AD05)	2	
Personnel Airdrop	(AD03)	2	2
CDS/CRRC Airdrop	(AD15)	1	1

NOTES:

1. Pilots must accomplish a takeoff, approach, and landing every calendar month. All other aircrew members must accomplish at least one of these events in the primary aircrew position every 60 days. Failure to do them results in loss of aircraft currency.
2. A flight evaluation that includes all events required for a local proficiency sortie will satisfy this requirement.
3. To credit a mission sortie, a crewmember must accomplish pre-mission planning (if applicable), complete all appropriate mission checklists for a low level route and either an airdrop, or a STOL

takeoff, approach and landing. A mission sortie must be accomplished every two calendar months. NVG qualified crewmembers will accomplish mission events using NVGs.

4. Non-Currency in any event in this subarea results in loss of currency only in that event.
5. NVG events will be accomplished only by NVG qualified crewmembers when NVG operations are authorized by MAJCOM DO.
6. Non-Currency in any event in this subarea results in loss of currency only in that subarea.

Table 4.3. Prorata Training Requirements.

CONSECUTIVE DAYS NOT AVAILABLE DURING TRAINING PERIOD				SEMIANNUAL PERIOD MONTHS REMAINING								
0-15 Days				6								
16-45 Days				5								
46-75 Days				4								
76-105 Days				3								
106-135 Days				2								
136-165 Days				1								
166 Days to 6 Months				No Requirements								
MONTHS REMAINING SEMI- ANNUAL		NUMBER OF EVENTS REQUIRED FOR SEMIANNUAL CURRENCY										
		24	18	16	12	10	8	6	4	3	2	1
		REMAINING REQUIREMENTS FOR SEMIANNUAL PERIOD										
6		24	18	16	12	10	8	6	4	3	2	1
5		20	15	13	10	8	7	5	3	3	2	1
4		16	12	11	8	7	5	4	3	2	1	1
3		12	9	8	6	5	4	3	2	2	1	1
2		8	6	5	4	3	3	2	1	1	1	1
1		4	3	3	2	2	1	1	1	1	1	1

Table 4.4. Basic Recurrency and Requalification Requirements.

1. Non-current less than 6 months: Show proficiency in deficient items to an instructor. In addition, pilots will perform a takeoff, approach, and landing.
2. Non-current 6-24 months (unqualified): Qualification training as directed by unit commander, must include the following: Pilots require refresher academics, written instrument exam, qualification exam, and instrument and requalification flight evaluations. Other crewmembers will complete qualification exam, applicable refresher course, and a requalification flight evaluation. Previous instructors in an MDS may requalify directly to instructor status in that MDS.
3. Non-current 24-60 months (unqualified): Crewmembers must complete requalification requirements IAW Chapter 2 . Previous instructors in an MDS may requalify directly to instructor status in that MDS.
4. Non-current over 60 months (unqualified): Crewmembers must complete initial qualification requirements IAW Chapter 2 . Previous instructors may not qualify directly to instructor status.

Table 4.5. Core Mission Recurrency and Requalification Requirements.

1. Non-current less than 6 months: Show proficiency in deficient items to an instructor.
2. Non-current 6-24 months (mission unqualified): Mission qualification training as directed by unit commander, must include the following: completion of a written mission qualification exam and mission requalification flight evaluation. Previous mission qualified instructors may requalify directly to instructor status in those mission areas previously instructor qualified.
3. Non-current 24-60 months (mission unqualified): Crewmembers must complete mission requalification requirements IAW Chapter 3 . Previous mission qualified instructors may requalify directly to instructor status in those mission areas previously instructor qualified.
4. Non-current over 60 months (mission unqualified): Crewmembers must complete initial mission qualification requirements IAW Chapter 3 . Previous instructors may not qualify directly to instructor status.

Chapter 5

UPGRADE AND SPECIALIZED TRAINING

5.1. Overview. This chapter identifies the prerequisites and training requirements for qualified aircrew members upgrading to additional levels of qualification.

5.2. Time Period to Qualification. Aircrew members will complete upgrade training within 4 months of start. Individuals unable to complete upgrade training within these limits may continue training with DO approval. The DO will make an entry in the individual's training record to document the circumstances for the extension and expected qualification date, and the squadron will notify HQ AFSOC/DOV.

5.3. Upgrade Documentation. The squadron will complete upgrade training through HQ AFSOC/DOV approved qualification and mission qualification upgrade training.

5.4. Aircrew Instructor Program. A sound and practical aircrew instructor program is a prerequisite for effective training, standardization, and aircraft accident prevention. The aircrew instructor program includes individuals required to perform duties as an instructor for any aircrew position. Instructors will be selected because of their background, extensive experience, and ability to instruct.

5.4.1. Instructor Qualifications. The squadron commander will personally review each instructor candidate's qualifications to ensure the individual possesses the following minimum prerequisites:

5.4.1.1. Instructional Ability. An instructor is basically a teacher and therefore must qualify under the principles of instruction outlined in AFM 36-2236, *Guidebook for Air Force Instructors*.

5.4.1.2. Judgment. Instructors must possess judgment necessary to meet unexpected or involuntary emergencies and the ability to exercise sound judgment through mature realization of personal, student, and aircraft limitations.

5.4.1.3. Personal Qualities. The instructor must have patience, tact, understanding, and the desire to instruct others. Instructors must have a personality that inspires and wins the respect of each student.

5.4.1.4. Technical Knowledge. The instructor must be thoroughly familiar with respective aircraft systems and equipment, normal and emergency procedures, and for pilots and loadmasters, the prohibited maneuvers and aircraft performance under all conditions of flight. Additionally, all instructors will be thoroughly familiar with the applicable portions of AFIs 11-401 and 11-202, Volumes 1 and 3 with applicable supplements, and this instruction.

5.4.1.5. Flying Proficiency. Individuals selected must be qualified and current in the aircraft.

5.4.1.6. Flying Experience. Instructors must possess a reasonable background of flying experience to have developed desired standards of knowledge, judgment, and proficiency in both the aircraft and mission. Pilot and loadmaster instructor candidates will have a minimum of 100 hours in the CASA 212 prior to entering instructor upgrade.

5.4.2. Instructor Responsibilities:

5.4.2.1. Overview. Instructors are responsible for a thorough preflight briefing and critique. Instructors will review the student's training records prior to each training session. Instructors will

ensure all required upgrade training items are completed and signed off and that proficiency has been demonstrated before recommending the student for an evaluation or certifying that the student is qualified for a mission. They should further ensure the training and operations sections are apprised of the student's progress and status.

5.4.2.2. Instructor Pilots. Instructor pilots must be fully aware they are in command of training flights and are responsible for the conduct and safety of the aircraft. At any time during the flight if the judgment or ability of the student at the controls to complete a maneuver is in doubt, the instructor should immediately take over the controls of the aircraft, and then explain and demonstrate the proper methods of conducting the maneuver. All instructors will place special emphasis on positively identifying the emergency condition prior to initiating corrective action.

5.4.2.3. Instructor Loadmasters. It will be impressed upon every instructor that they are responsible for the safe execution of the duties at their position. If at any time during the flight, the judgment or proficiency of their student is in question, they will immediately take over those duties. The instructor should then explain and demonstrate the proper method of accomplishing those duties.

5.4.2.4. Instructors Deficiencies. Instructors who reveal deficiencies in their ability to instruct may be used in a basic crew position (provided the deficiency does not involve basic crew duties). When the squadron commander determines that an instructor can no longer maintain status or proficiency for administrative reasons, the commander will take the necessary administrative action to return those individuals to their basic crew positions IAW AF and AFSOC directives.

5.4.3. Ground and Flying Training Requirements:.

5.4.3.1. All initial instructor candidates (those who have never been instructor qualified in a MAJCOM fixed wing aircraft) will satisfactorily complete training on principles of instruction at either a formal school or in-squadron using formal school courseware. Initial instructor candidates will satisfactorily complete a onetime written examination on principles of instruction, however, satisfactory completion of FAA Flight/Ground Instructor, Fundamentals of Instruction, and Certified Instrument Instructor exams may be a suitable substitute for one-time instructor examinations.

5.4.3.2. Evaluate instructor candidates IAW AFI 11-202V2, AFI 11-2C-212 Volume 2, and applicable supplements after completion of the ground and flying training requirements outlined in the appropriate syllabus.

5.4.3.3. All flight and simulator instructors will complete instructor specific CRM training. This training will normally be accomplished as part of instructor upgrade program. Courseware must build upon the previous blocks of training, both to reacquaint candidates with CRM fundamentals and to maintain continuity of terminology and techniques. MAJCOMs, FOAs, and DRUs develop courseware related to instructing and evaluating key skills that apply to command and aircraft specific missions. Personnel may conduct this training at operational units, flying training units, or a combination, as required. Training will include, but is not limited to, proper use of AF Form 4031.

5.4.3.3.1. CRM instructors and evaluators must be highly proficient in all CRM skills, and be experts in the recognition, observation, and reinforcement of these skills as they are applied by aircrew members in a mission environment.

5.4.3.3.2. CRM instructor or evaluator training will be included into instructor upgrade programs.

5.5. Flight Examiner: The squadron commander will certify the most highly qualified instructors as flight examiners. Conduct training IAW the applicable AF Form 4111. Refer to AFI 11-202, Volume 2, applicable supplements and Volume 2 of this instruction for additional guidance.

Table 5.1. Instructor Certified Events

INSTRUCTOR CERTIFIED EVENTS	P	LM
Airdrops (Personnel (HALO), SATB)	X	X
Assault Zone Procedures	X	
Aux Fuel Tank (Benson) Procedures	X	X

Chapter 6

SPECIAL OPERATIONS AIRCREW TRAINING FOLDER

6.1. Overview. The AF Form 4109, **Special Operations Aircrew Training Folder**, includes the AF Form 4110, **Comments - Special Operations Training Record**, and the applicable AF Form 4111, **Special Operations Training Record**, for the type training and aircrew position. Comply with the following instructions for management of AF Form 4109.

6.1.1. Initiate an AF Form 4109 for any aircrew member beginning:

6.1.1.1. An ETCA formal school (either by primary or secondary method).

6.1.1.2. Theater/unit indoctrination.

6.1.1.3. Special mission event upgrade training.

6.1.1.4. Corrective action required as a result of a flight evaluation other than end-of-course evaluations. This requirement may be waived by the unit commander if corrective action is limited and would not warrant the initiation of a training folder. If initiated, the flight examiner who evaluated the aircrew member will enter comments pertinent to the training deficiency on the AF Form 4110.

6.1.2. Do not insert training forms in flight evaluation folders.

6.1.3. Active AF Forms 4109 will be maintained in a location readily accessible to instructors, supervisory personnel, and the individual aircrew members in training. Training folders should be maintained in the squadron training office.

6.1.4. The instructor is responsible for documentation placed in the training folder. The training must be available for the student to review.

6.1.5. Squadron training managers will retain AF Forms 4109 from in-squadron and contract upgrades for 1 year.

6.1.6. The instructor is responsible for documentation placed in the training folder for the aircrew member receiving training. The training folder must be available for the student to review.

6.2. Instructions for Documenting Aircrew Training. Comply with the following instructions when documenting aircrew member training in the AF Forms 4109.

6.2.1. AF Form 4109—Student Information (front cover). Provides student and course information.

6.2.1.1. Name and Grade. Self-explanatory.

6.2.1.2. Aircrew Position. Self-explanatory. For aircrew members in an upgrade program, enter aircrew position to which they are upgrading.

6.2.1.3. Unit of Assignment. Self-explanatory.

6.2.1.4. Type of Training. Enter formal course title or for special mission qualifications, enter type of special qualification. For other type of training, after a descriptive identifier.

6.2.1.5. Course Number. Enter only ETCA formal course number, otherwise leave blank.

6.2.1.6. Class Number. Enter formal school class number, otherwise, leave blank.

6.2.2. AF Form 4109—Grading Standards/Definitions (back cover): this section explains grading standards and training codes.

6.2.2.1. Grading Standards/Definitions. This section defines grading standards and provides code identifiers for use on AF Forms 4111, **Special Operations Training Record**.

6.2.2.2. Training Period Designator. Use these codes to describe training periods. Formal training schools may use more descriptive designator, if required.

6.2.2.3. Remarks. Indicate why an individual, enrolled in a training program, has not flown or has not been actively participating in the program (e.g., DNIF, TDY, etc.). Use sufficient detail to document the reasons and time frame. Other remarks may be made as appropriate.

6.2.3. AF Form 4109—Ground Training Summary (inside left). This section provides a chronological record of ground training events.

6.2.3.1. Ground Training Summary. Record non-flying training events. Entries are required for Cockpit Procedures Training (CPT), Simulator (SIM) training, and Ground Training (GT). Entries are not required for formal academic (classroom) instruction conducted IAW formal school courseware.

6.2.3.1.1. Date. Self-explanatory.

6.2.3.1.2. Training Period. Enter sequentially numbered training period designator; e.g., GT-1, CPT-3, SIM-2, etc.

6.2.3.1.3. Status. Use the following codes to indicate student status:

6.2.3.1.3.1. Satisfactory (S). The student met or exceeded all the listed required proficiency levels (RPL) for that training period. Student advances to the next programmed lesson or training period. When using AF Form 4111 without pre-printed RPLs for each training period, instructors will use judgement to determine overall student status.

6.2.3.1.3.2. Unsatisfactory (U). The student fell below the listed RPL on the same job element for two consecutive training periods, or fell below the listed RPL on any job element and not raining periods remain prior to an evaluation, or if dangerous tendencies are noted. When using AF Form 4111 without pre-printed RPLs for each training period, instructors will use judgement to determine overall student status. The student requires a progress review before scheduling any additional training.

6.2.3.1.3.3. Incomplete (I). The overall grade will be incomplete under one of the following conditions:

6.2.3.1.3.3.1. All required training period job elements were not graded, the student has no previously attained the RPL of the missed job elements, and the RPL changes to a higher level on the next training period or it is the last training period on a block or phase. The student will repeat the lesson or training period.

6.2.3.1.3.3.2. The student was graded “I” on the previous training period and the missed job elements could not be accomplished during the current training period. The student will repeat the lesson or training period.

NOTE: Enter “I” for incomplete mission followed by the reason. Use the following codes: “MX” for maintenance, abort or delay, “OPS” for an operations abort or delay, or “WX” for weather abort or delay.

6.2.3.1.3.4. Proficiency Advancement (P). Awarded in lieu of actual job element accomplishment when warranted by student's previous performance and knowledge. The student advances to the next programmed lesson or training period.

6.2.3.1.3.5. Exceptional (E). The student met or exceeded all RPLs and events in an exceptional manner.

6.2.3.1.3.6. Other (X). Flying performed without accomplishing job elements, for example, depot input.

NOTE: Remedial training will be numbered the same as the deficient academic, simulator or flying lesson followed by an "R" (Example: T4-R-1, T4-R-2, etc.) Remedial training flights resulting from aQ2 or Q3 flight evaluations will also be numbered with an "R."

6.2.3.1.4. Instructor/Trainer (Qual). Enter name of the instructor or trainer and aircrew qualification; e.g., IP, EF, MP, etc.

6.2.3.1.5. Training Time. Self-explanatory. Do not include time normally associated with pre-briefing and debriefing CPT or SIM training missions.

6.2.3.2. Written Evaluations. Record data on written evaluations required by the training program. Do not record AFI 11-202 required written evaluations unless also required by the training program.

6.2.4. AF Form 4109—Flying Training Summary (inside right). This section provides a chronological record of flying training events.

6.2.4.1. Flight Training Summary. Record flight training events, both on training sorties and operational missions. All events scheduled will be logged even if canceled by external factors (e.g., WX or MX).

6.2.4.1.1. Date. Self-explanatory. On operational missions, enter inclusive dates.

6.2.4.1.2. Training Period. Enter sequentially numbered training period designator; e.g., P-1, T-3, etc. A new entry will be made for each training event regardless of whether the previous training event was completed.

6.2.4.1.3. Mission Time. Enter the total flight time of the training or operational mission in the top half of the block. For pilots and loadmasters, enter the flight time the student was actually in the seat in the lower half of the block.

6.2.4.1.4. Cumulative Time. Use this block to enter the individual's total cumulative flight time in the specific training course. Enter total cumulative flight time in the top half of the block. For pilots and loadmasters, enter the total cumulative seat time in the lower half of the block.

6.2.4.2. Performance Evaluation Summary. Record data on required evaluations (CPT, SIM, Flight) including final evaluation and reevaluation (if applicable).

6.2.4.2.1. Date Recommended. Enter date recommended for a performance evaluation (CPT, SIM, Flight).

6.2.4.2.2. Type Evaluation. Enter AFI 11-202 evaluation description or other appropriate identifier.

6.2.4.2.3. Instructor/Trainer (Qual). Enter name of instructor or trainer and aircrew qualification.

6.2.4.2.4. Operational Review. Indicate, with the initials of the reviewer, that a records review has been accomplished following recommendation for an evaluation.

NOTE: The resource managers or their designated representatives accomplish the reviews during formal training courses. The squadron commander or operations officer is required to accomplish the reviews prior to flight evaluation or certification.

6.2.4.2.5. Date Evaluation. Enter date evaluation was completed.

6.2.4.2.6. Evaluator. Self-explanatory.

6.2.4.2.7. Grade. Make entry IAW AFI 11-202 and Volume 2 of this instruction.

6.2.5. AF Form 4110—**Comments - Special Operations Training Record** (Maintain on the left side of the AF Form 4109 with the latest AF Form 4110 on top). This form provides for narrative descriptions of training events and the means for documenting operations review of training progress.

6.2.5.1. Name. Self-explanatory.

6.2.5.2. Date. Self-explanatory.

6.2.5.3. Training Period. Enter the appropriate training period designator, numbered sequentially.

6.2.5.4. Comments. The comments will have the following sections: Syllabus Profile, Status, Performance, Knowledge and Recommendations. Under the Syllabus Profile/Status the instructor will annotate what ride or ground-training event has been accomplished using the syllabus identifier. The instructor will also annotate whether the training session was complete or incomplete. The Performance section will consist of a description and critique of student performance. The Knowledge section will give a brief synopsis of what the student's knowledge level is regarding the planned topics of discussion as well as general knowledge level. The instructor will annotate his recommendations under the section Recommendations. The instructor will be specific about how the student can improve and how the student will prepare for the next training session. The instructor will print and sign his name with crew qualification and rank at the end of this entry. The student will initial after reading and understanding the entry.

6.2.5.5. Operations Review. The squadron training officers and resource managers will conduct a monthly review of active status training folders. The commander or operations officer will review active status training folders at least once each calendar quarter. The monthly review is not required during the month in which the quarterly review is accomplished. For formal training courses, this review will be conducted every two weeks, prior to the flying phase, and an operations officer review prior to the final evaluation(s). Reviews will be documented on the AF Form 4110. The reviewer will insert "monthly review" or "quarterly review" as applicable, in the Training Period block. Comments concerning the student's progress, status, and/or recommendations will be written in the Mission Profile/Comments/ Recommendations block. Following applicable comments, the reviewer will sign and indicate his position; e.g., Operations Officer, Training Officer, etc.

6.2.5.6. Student Review. Student will initial on the last line of each training period's comments prior to the next training period, indicating awareness of training status.

6.2.6. AF Form 4111—**Special Operations Training Record**. (Maintain on the right side of the AF Form 4109). The instructor will complete the AF Form 4111 after each training event. This form provides for the overprint of task listings, scheduled training, and required end of course proficiency levels for each ground or flight training task. It will be used to record student proficiency levels on each training mission. The grades for each event will be annotated in a separate column and will accurately depict the performance and knowledge level demonstrated by the student. Label the column to correspond with the training event on the AF Forms 4109 and 4110. There must be an AF Form 4111 input for every flight accomplished by a student while that student is in upgrade or training status.

6.2.6.1. Name. Self-explanatory.

6.2.6.2. Aircraft/Aircrew Position. Self-explanatory.

6.2.6.3. Course/Phase of Training. Enter ETCA formal course identifier. For special mission qualification enter type (e.g., NVG Left Seat). Also identify method of training (e.g., Simulator Training, Flying Training, etc.).

6.2.6.4. Programmed Training Profile. Provides the programmed training sequence to include CPT, SIM, and flight training missions. Identify the type of training mission, number and programmed duration; e.g., SIM 2, 4.0. ETCA courses, this section will reflect the Course Summary Document.

6.2.6.5. Actual Training Profile. Use this section to document the actual profile accomplished. Identify the training mission type, number and actual duration; e.g., T-3, 5.2.

6.2.6.6. Task Listing. Reflects the tasks and sub-tasks in the training program requiring specific student performance and/or knowledge proficiency standards. Formal schools will develop these listings from the respective Task and Objectives Documents. Forms for special qualifications and other training are attached to this instruction and will be locally reproduced, as required.

6.2.6.7. Minimum Events Required. Reflects the minimum number of times a student should complete a specific task. When this requirement exists, two lines will be used for that task. The first line lists the task description and "Minimum Events Required." On the second line use the "Knowledge Grade" blocks to document how many times the student completed the task on that mission.

6.2.6.8. Performance Grade (P Gr)/Knowledge Grade (K Gr). A performance or knowledge grade, or both will be entered by each task or sub-task where performance or knowledge was demonstrated by the student. Use task performance and knowledge codes listed on the AF Form 4109. Non-instructor qualified trainers; e.g., aircraft commanders for copilots, will not enter performance or knowledge grades. Instead, they will use the "X" code described on the AF Form 4109. Formal Schools may elect to use the last vertical column to document evaluation results. In these cases, enter the performance grade or knowledge grade or both by each task or sub-task evaluated. Students will not normally be evaluated until performance and knowledge levels are sustained at course standards.

6.2.6.9. Required Proficiency Levels (P Gr and K Gr). These columns indicate the end of phase or course performance and knowledge proficiency standards required for each tasks and sub-task. These will reflect the appropriate Master Task Listing standards.

6.3. AF Form 4111 Overprints. Maintain AF Form 4111 overprints on computer. HQ AFSOC/DOT is the OPR for the disk. Disks will be distributed to group training offices for copying and further distribution on an as required basis. Any unit desiring to update an AF Form 4111 will forward a copy of the revision through channels to HQ AFSOC/DOT. Overprints will be prepared IAW AFI 37-160V8, *The Air Force Publications and Forms Management Programs—Publication Libraries and Sets*.

MARVIN R. ESMOND, Lt General, USAF
DCS, Air and Space Operations

Attachment 1**GLOSSARY OF REFERENCES AND SUPPORTING INFORMATION*****References***

DoD 0-2000.12H, *Protection of DoD Personnel and Activities Against Acts of Terrorism and Political Turbulence*

Education and Training Course Announcements (ETCA), *USAF Formal Schools*

AFI 11-202 Volume 1, *Aircrew Training*

AFI 11-202, Volume 2, *Aircrew Standardization/Evaluation Program*

AFI 11-202, Volume 3, *General Flight Rules*

AFI 11-218, *Aircraft Operation and Movement on the Ground*

AFI 11-290, *Cockpit/Crew Resource Management Training Program*

AFI 11-2C-212 Volume 2, *C-212 Aircrew Evaluation Criteria*

AFI 11-2C-212 Volume 3, *C-212 Flying Operations*

AFI 11-301, *Aircrew Life Support Program*

AFI 11-401, *Flight Management*

AFI 11-403, *Aerospace Physiological Training Program*

AFI 13-207, *Preventing and Resisting Aircraft Piracy (Hijacking)* (FOUO)

AFI 14-105, *Unit Intelligence Mission and Responsibilities*

AFI 31-207, *Arming and Use of Force by Air Force Personnel*

AFI 31-210, *The Air Force Antiterrorism/Force Protection (AT/FP) Program Standards*

AFI 32-4001, *Disaster Preparedness Planning and Operations*

AFI 33-360 Volume 2, *Forms Management Program*

AFI 36-2107, *Active Duty Service Commitments (ADSC) and Specified Period of Time Contracts (SPTC)*.

AFI 36-2226, *Combat Arms Training and Maintenance Program*

AFI 36-2238, *Self Aid and Buddy Care Training*

AFI 37-160V8, *The Air Force Publications and Forms Management Programs—Publication Libraries and Sets*

AFI 48-123, *Medical Examination and Standards*

AFI 51-401, *Training and Reporting to Ensure Compliance with the Law of Armed Conflict*

AFI 91-202, *The US Air Force Mishap Prevention Program*

AFMAN 11-210, *Instrument Refresher Course Program*

AFMAN 11-217, *Instrument Flight Procedures*

AFSOCI 11-207, *Tactics Functions and the Tactics Development and Improvement Program*

AFSOCI 11-301, *Aircrew Life Support Program*

AFSOCI 11-408, *Aircrew Standardization/Evaluation Grading Criteria*

AFSOCM 11-1, *Tactical Employment*

JS Guide 5260, *Service Members Personal Protection Guide*

NORADI 10-41, *Wartime Safe Passage of Friendly Aircraft*

NORADI 55-68, *NORAD Identification Friend or Foe (IFF)/Selective Identification Feature (SIF) Instructions*

PACAFI 13-201, *Prevention of Inadvertent Overflight of Non-Friendly Borders*

USAFEI 11-201, *USAFE Buffer Zone Procedures*

Abbreviations and Acronyms

Airfield Marking Patterns (AMP)—

AMP-1—AMP-1 is normally used to support day or night tactical airlift missions.

AMP-2—AMP-2 was formerly referred to as the reception party or "RCL" lighting pattern. When markings are established by STT units, covert lighting equipment may be used.

AMP-3—AMP-3 was formerly referred to as the "Box and One." This lighting system may use overt or covert lighting equipment.

AMP-4—AMP-4 was formerly referred to as the "Blacked-out LZ". No markings are present.

FAA—Federal Aviation Administration.

FAR —Federal Aviation Regulation.

MEL—Multi-engine Land.

MES—Multi-engine Sea.

SEL—Single engine land.

SES—Single engine sea.

Terms

Basic Qualification Aircrew Member—An aircrew member who has completed qualification training and a flight evaluation in the basic aircrew position and maintains aircraft currency IAW this instruction.

Category—

As used with respect to the certification, rating, privileges, and limitations of airmen, means a broad classification of aircraft. Examples include airplane, rotorcraft, and glider.

As used with respect to the certification of aircraft, means a grouping of aircraft based upon intended use or operating limitations. Examples include transport, normal, utility, acrobatic, limited, restricted, and provisional.

Certified Flight Instructor (CFI)— An aircrew member authorized by the Federal Aviation

Administration to instruct in civilian aircraft. "CFII" indicates certified flight instructor with a qualification to instruct instrument flight. "MEI" indicates certified as multi-engine instructor.

Core Training—Orientation training given to a new unit member as directed by higher headquarters.

Class—

As used with respect to the certification, rating, privileges, and limitations of airmen, means a broad classification of aircraft within a category having similar operating characteristics. Examples include single-engine, multi-engine, land, sea.

As used with respect to the certification of aircraft, means a broad grouping of aircraft having similar characteristics of propulsion, flight, or landing. Examples include: glider, balloon, landplane, and seaplane.

Event—A training item to be accomplished. Multiple events may be completed and logged during a sortie.

Large Aircraft—Aircraft of more than 12,500 pounds maximum certificated takeoff weight.

Leased Aircraft—Civilian contracted aircraft used to accomplish training events.

Make—For purposes of this instruction, make refers to an aircraft manufacturer; e.g., CASA, Cessna, Douglas Corporation, etc.

Maximum Certified Takeoff Weight (MCTOW)—The maximum weight for which the FAA certifies an aircraft to takeoff.

Mission Events—Events during which airdrop or NVG airland operations are conducted.

Mission Capable Aircrew Member—An aircrew member who has satisfactorily completed mission qualification and is maintaining 50% of the applicable mission qualification currency requirements of this instruction.

Model—For the purposes of this instruction, model refers to the numerical designation of an aircraft; e.g., CASA 212, Cessna 210, DC-7, etc.

Night Tactical Ground Operations—Simulated or actual on/off load of personnel or equipment at a designated ground location.

Public aircraft—Aircraft used only in the service of a government, or political subdivision. It does not include any government-owned aircraft engaged in carrying persons or property for commercial purposes.

Rating—A statement that, as part of a certificate, sets forth special conditions, privileges, or limitations.

Small aircraft—Aircraft of 12,500 pounds or less maximum certified takeoff weight.

Standby Status—Designated aircraft and/or crew capable of being launched in less than normal alert-to-takeoff time.

STOL—Short Takeoff and Landing. Refers to the event or the procedures.

Training Status—A deficient status in which a crewmember must fly under the supervision of an instructor when occupying a primary crew position. Once deficient items are corrected, the crewmember is removed from training status.

Type—

As used with respect to the certification, rating, privileges, and limitations of airmen, means a specific make and basic model of aircraft including modifications that do not change its handling or flight characteristics. Examples include CASA 212, and DC-3.

As used with respect to the certification of aircraft, means those aircraft which are similar in design. Examples include DC-7 and DC-7C, and F-27 and F-27F.

Unit Assigned Aircraft (UAA)—U. S. Air Force owned aircraft assigned to the 6 SOS.